

**25847**

TO: The Honorable Board of Acquisition and Contract

FROM: Jay T. Pisco, P.E.  
Commissioner of Public Works and Transportation

DATE: March 23, 2012

SUBJECT: Resolution for Authority to Advertise  
CONTRACT NO.: **WCA 12002**  
ELEVATOR AND ESCALATOR SERVICE AND MAINTENANCE  
WESTCHESTER COUNTY AIRPORT

Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize the Department of Public Works and Transportation to solicit bids by public advertisement for the above referenced project.

The work under this contract will consist of all necessary labor, materials and equipment for the service and maintenance of the elevators and escalators at the Westchester County Airport for a period of three (3) years commencing August 1, 2012 and ending July 31, 2015.

The services to be performed will benefit the general health and safety of the traveling public by maintaining the elevators and escalators in a safe operating condition so that the traveling public can access all three (3) floors of the Airport and will maintain standards for ADA compliance. The main goal of this contract will be to maintain the equipment so that it is in proper running order and safe for public use on a daily basis with limited interruption in service for mechanical repairs.

This contract will be overseen by Airport Administration and payments will be made to the contractor only upon receipt of an invoice for performance of the scheduled maintenance services and related repairs.

Payment for this contract will be made from the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

A proposed resolution to authorize the bid advertisement is attached for your consideration.

# RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it

RESOLVED, that the Commissioner of Public Works and Transportation be and he hereby is authorized to solicit bids by public advertisement on the following contract:

CONTRACT NO. **WCA 12002**  
 ELEVATOR AND ESCALATOR SERVICE AND MAINTENANCE  
 WESTCHESTER COUNTY AIRPORT

and be it further

RESOLVED, that this service contract will be for a period of three (3) years commencing August 1, 2012 and ending July 31, 2015; and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be receipt of a performance and payment bond in an amount equal to 30% of the total contract amount, and in a form approved by the County Attorney. The Bond Underwriter or Surety must appear on the U.S. Treasury's listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company; and be it further

RESOLVED, that this advertisement for bids will state that pursuant to Chapter 308 of the Laws of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and women – Minority Business Enterprise (MBE) and Women Business Enterprise (WBE); and be it further

RESOLVED, that such advertisement shall appear in the following County newspaper(s):

**THE JOURNAL NEWS (Southern Edition)**

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	161	44	4110	4380		N/A

Budget Funding Year(s) 2012-2015 Start Date August 1, 2012 End Date July 31, 2015  
 (must match resolution)

Funding Source: Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

\$ \_\_\_\_\_ Federal Aid \_\_\_\_\_

(must match resolution)

Other Airport Special Revenue Fund